

## **Model Community Guidelines**

### **Car Wash**

1. Practice waste reduction, reuse and recycling:
  - Use reusable items vs. Disposable items (e.g. Ceramic mugs for staff)
  - Practice double-sided photocopying
  - Set up in-house recycling program (e.g. Office paper and corrugated cardboard)
  - Purchase supplies in bulk where possible
  - Reuse scrap paper (e.g. Make into note pads)
  - Use phosphate free soap
  - Use water soluble wax
  - Reduce amount of junk mail received by writing and advising your current subscription not to share your name and address with other mailers. Also, write to Mail Preference Service, Direct Marketing Association, 11 West 42nd Street, New York, NY 10036
  - Install low flow hoses/facets (if applicable)
2. Use products made from recycled content:
  - Purchase office paper and administrative products made with recycled content (e.g. Paper, letterhead, paper towels, tissue paper, note pads, business cards, credit card slips, etc.; indicate on letterhead, etc., “printed on recycled paper”)
  - Request that supplier/manufacturers use as much recycled content material in packaging as possible
  - Purchase and use at least two other items made with recycled content (e.g. Desk organizers, such as recycling bins, desk top trays, if applicable)
3. Promote waste reduction and recycling:
  - If hand car wash, provide customers with reusable bucket and sponge (via refundable deposit system)
  - Offer or use rags for drying vehicle
  - Maintain communication with sewer/water district to ensure operation’s effort and impact has a low impact on the system
  - Request supplier/manufacturers to provide system to take back non-recyclable packaging
  - Encourage employees to share magazines and newspaper subscriptions